

Information from the Personnel Department

June 2014

➤ **Collective Agreement:**

The Collective Agreement for Employees of the University (KV [=Kollektivvertrag]) entered into force on 1st October 2009.

From that point onwards, the provisions of the KV have to be applied in their entirety to the employment status of lecturers (not holding civil servant status) – referred to as lecturers.

Lecturers are employed exclusively to teach and receive an employment contract for the period of a minimum of six months. Block contracts of shorter periods for supply teaching or on request by the lecturer are possible. Lecturers are only employed on a part-time basis; posts for more than 10 semester hours must be advertised. One semester hour = 15 units, each lasting 45 minutes. The remuneration for lecturers is linked to the "Univ.-Ass." salary (7.7% of B1).

The sum to be remunerated depends on the amount of time and resources necessary for the respective course and constitutes either 100% or 50%, in line with the provisions of the KV. Further course categories (LVK) can be defined in the Works Agreement (see below).

Lecturers are also awarded two timed progressions. After three and then a further eight years, they progress into the next salary bracket.

➤ **Works Agreement (BV [=Betriebsvereinbarung]):**

Concurrently with the Collective Agreement, the Works Agreement regarding the Creation of Course Categories (BV-LVK) came into force on 1st October 2009. Using as a basis the amount of time and resources required for the courses, a certain factor regarding working hours will be attributed accordingly in the BV-LVK. The course category is relevant for determining the scope of the employment and the rate of remuneration to be applied, as well as for crediting the teaching activity against the teaching commitments of permanent academic staff members. Seven categories for courses have been agreed.

<https://www.uibk.ac.at/rektorenteam/personal/intranet/bildung-von-lehrveranstaltungskategorien--2013-05-17.pdf>

➤ **Amendment to the University Law 2009 – Revised s. 100 of the University Law 2002 (UG 2002)**

Furthermore, the amended version of the University Law 2002 (UG 2002) was also entered into force on 1st October 2009. In s. 100(3) to (5), it is stipulated that the academic staff members involved in teaching comprise persons employed on a full-time or part-time basis. Persons employed on a part-time basis are treated by law as freelancers if they

1. exclusively perform teaching duties and
2. do not teach more than four semester hours and
3. are demonstrably subject to pay full national insurance contributions (for accident, health, and pension insurance) based on income amounting to at least 60% of the highest contribution class pursuant to s. 108 of the General Law on National Insurance (*Allgemeines Sozialversicherungsgesetz*) (this is the equivalent of a gross income totalling € 2,718.00 per month in 2014 and, according to anticipated national insurance data).

Due to modifications in the law, we would also like to inform you about the related changes in "external" teaching:

➤ **For Teaching Positions of Less Than Four Semester Hours**

Lecturers with assignments of up to and including four semester hours must declare that the conditions stipulated in s. 100(4) of the UG 2002 have been fulfilled. A corresponding confirmation is to be signed at the end of each respective contract (freelance service contract or employment contract).

It should be noted that all of the teaching assignments at the Leopold-Franzens-Universität (including those at the International Language Centre and those for courses of study) will be added together in order to calculate the total number of semester hours.

Freelance Service Contract: Where the requirements are met, a freelance service contract will be drafted for the respective semester. Subsequent alterations can only be incorporated in the following semester.

The provisions of private labour law, the Collective Agreement, and the Works Agreement do not apply to this contractual relationship. The fee will be transferred on the last day of each respective month.

Employment Contract: Where there is no obligation to pay full national insurance contributions (e.g. due to co-insurance with the spouse) and/or a monthly gross income amounting to € 2,718.00 a contract of employment will be drafted.

The provisions of private labour law, the Collective Agreement, and the Works Agreement apply to this contractual relationship.

➤ **For Teaching Positions of More Than Four Semester Hours**

Employment Contract: Lecturers with assignments of more than four semester hours will, without exception, receive contracts of employment. The provisions of private labour law, the Collective Agreement, and the Works Agreement apply to this contractual relationship.

➤ **Special Information regarding to Employment Contracts:**

• **Description and General Classification:**

Lecturers are referred to as lectors (s. 29 of the KV) and are to be consigned to the B2 salary bracket.

• **Crediting Internal Work Experience:**

Previous teaching assignments at the Leopold-Franzens-Universität from and including two semester hours will (insofar as they have been recorded electronically) automatically be calculated as previous work experience. The respective salary bracket determined is stated in the employment contract under the point "Remuneration".

• **Pension Scheme**

The University issues every active employee admission to a pension scheme, provided that the following criteria stipulated in s. 71(2) of the KV have been met:

- duration of employment lasts an uninterrupted minimum of 24 months (thus no claim under block contracts)
- remuneration above the minimum income limit for compulsory social insurance

The following contribution rates apply on fulfilment of the requirements set out in s. 71(2) of the KV:

From 1.1.2004 until 30.9.2009	0,75 % (single payment)
1.10.2009 until 30.9.2011	2,18 %
As of 1.10.2011	3 % (+ 10 % for the portion above the highest contribution class)

• **Date of Payment:**

The salary payments will be made on the fifteenth day of each month. The special payments (holiday and Christmas bonuses) are due on 15th November and 15th March for assignments during the winter semester, and on 15th June and 15th September for assignments during the summer semester.

• **Current Scale for External Teaching:**

<https://www.uibk.ac.at/personalabteilung/intranet/gehaltstabellen/index.html.de>